

# SAN DIEGO CHINESE NEW YEAR FAIR

## VENDOR APPLICATION

**Application deadline for Vendors is January 24, 2025. The 42nd Annual Downtown Chinese New Year Fair is Saturday, February 8, from 10:00am – 5:00pm, and Sunday, February 9, from 10:00am – 5:00pm.**

Please complete this form and review details thoroughly to apply to be a vendor. To ensure a variety of merchants that meets the interests of our attendees, there will be a limited number of vendors in each category. Apply as early as possible and no later than Jan 15, 2025, for the best chance to be accepted. Payment will be due upon being accepted, as notified by the Fair Committee.

Site of the festival will be in downtown San Diego, located at Third Avenue and J Street, San Diego, CA 92101.

**INSTRUCTIONS:** Provide all information below *clearly* and *legibly* or your application will be returned.

Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Description of items to be sold or advertised at event  
(Please be specific): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Photos/ Logos: Please email [Lauren@socialartistry.co](mailto:Lauren@socialartistry.co)  
high-resolution photos or logos for your products/ booth.  
Photos will be used for social media/ advertising.

**\_\_\_\_\_ YES, I want to be a VENDOR**

Please select your vendor type below. Note what is included with each vendor rental type and specify additional items needed in the Optional Equipment Rental section. All vendors must supply their own canopy (unless you rent one below). No discounts for providing your own equipment. Food vendors must supply a County TFF permit, their own tent, and equipment. Vendors are welcome to bring their own compact, quiet generators.

**Vendor Options:**

- 2-Day Merchandise/ Commercial Vendor (10'x10' Space) - \$575 includes 1 table and 2 chairs
- 2-Day Merchandise/ Commercial Vendor (10'x20' Space) - \$1150 includes 1 table and 2 chairs
- 2-Day Government/ Nonprofit (10'x10' Space) - \$400 includes 1 table and 2 chairs
- 2-Day Arts and Craft Vendors (Handmade Only) (10'x10' Space) - \$300 includes 1 table and 2 chairs

Food Vendor options (*these choices are for the space only and not additional equipment such as tables and chairs*):

- 2-Day Food Vendor (10'x10' Space) - \$900
- 2-Day Food Vendor (10'x20' Space) - \$1800, must be a single entity, no sharing between vendors

Please check which booth applies to you. All non-food vendor options include 1 table and 2 chairs. All 10'x20' must be a single entity and cannot be a shared space between multiple vendors.

Please circle below if you need these items:

Additional chairs (space rental comes with two)	\$10
Table Cover OR Skirt	\$25
Electricity	\$150
Tent/Canopy Rental	\$200

\*Food Vendors must include Health Permit information (Enter TFF # and expiration date below)

TFF # \_\_\_\_\_ Exp Date: \_\_\_\_\_

## **VENDOR BOOTH RENTAL AGREEMENT**

The Chinese New Year Fair Organizing Committee, hereinafter referred to as CNYFOC, permits the vendor listed in the above application, hereinafter referred to as VENDOR, to use the Rental Booth space for February 8 and 9, 2025, in accordance with the following agreement. Please read and initial each box below indicating you read, understand, and accept the terms of this agreement.

### **BEFORE CNY - Initial here \_\_\_\_\_**

VENDOR agrees to comply with all policies which in any manner affect or relate to the use of the booth space rental.

CNYFOC reserves the right to evict anyone violating any rule outlined herein or violating any other rule or regulation.

VENDOR may not sub-let any portion of the booth rental space.

Refunds for booth space rental cancellation before January 15, 2025, will be at 50% of booth cost. No refunds will be given after January 15, 2025, unless the event is canceled. Weather will not be grounds for refunds, full or partial, unless weather causes cancellation of event. We cannot guarantee weather conditions or event attendance.

Card payments will incur a non-refundable 4% fee. No refunds will be given if expectations are not met. You are responsible for your expenses and losses.

Approximately one week prior to the Chinese New Year Fair you will receive the directive for the day's set up and break down procedures.

Set up will begin on Friday afternoon, February 7, and continue until Saturday morning, February 8, 2025. All set up vehicles must vacate the Fair by 9:30am on Saturday, February 8, 2025.

### **DURING CNY - Initial here \_\_\_\_\_**

Booth Space Rental shall begin at 7:00 AM on February 8 and end at 5:00 PM on February 9, 2025 (if vendor opts to set up on Friday, February 7, rental and liability will begin then).

All vendors must supply their own canopy, unless renting from us. Additional items have an additional cost.

The Booth space must be accepted as assigned. VENDORS are not permitted to remove and/or relocate the rental booth from the assigned spot without prior approval of CNYFOC. It is our right to relocate the rental booth should it be deemed necessary.

The VENDOR may not operate any music device, such as music equipment, computer, stereo, DJ equipment without obtaining consent from CNYFOC. Operation of such devices without permission may result in VENDOR being removed.

CNYFOC reserves the right to deny sale or display of objectionable or offensive materials. CNYFOC may inspect information being distributed or the products being offered for sale by VENDOR and restrict or deny distribution.

### **CLEANING AFTER CNY - Initial here \_\_\_\_\_**

ALL FOOD VENDORS MUST INCLUDE A SEPARATE CLEANING DEPOSIT CHECK FOR \$100. This check will not be cashed unless your space is left unclean at the end of clean up on Sunday night. If your space checks out, you will get your Cleaning Deposit Check back (on-site or mailed).

ALL VENDORS must remove their property and clean up all trash and waste material in and around the Rental Booth Space by end of day before leaving the Fair grounds or the cleaning deposit check of \$100 will be cashed. Site must be left in the same (or better) condition in which you arrived.

VENDOR is responsible for losses, damages, and expenses of any kind resulting from the use of the rental space. Any damage to rental items will result in a charge for damages.

VENDOR may not vacate the event without first checking out with staff.

### **RIGHTS & RESPONSIBILITIES - Initial here \_\_\_\_\_**

This Agreement shall be subject to the applicable laws of California. Any disputes shall be brought before the courts of San Diego, California.

VENDOR indemnifies and agrees to hold the CNYFOC, CCBA, the City and County of San Diego and any associated agencies affiliated with the Fair and their members, officers, directors, and employees, harmless against any and all liability whatsoever arising from any claim made against CNYFOC or loss incurred by VENDOR as a result of or in any way arising from, relating to, or connected with the obligations identified within Agreement including loss or liability caused by active negligence. This shall survive any termination of this rental agreement. This begins from the day VENDOR arrives to set up.

VENDOR understands that they may be photographed or video recorded and agree to allow photo, video, or film likeness to be used for any legitimate purpose by the organizers.

This agreement indicates your willingness to abide by all terms, conditions, and general regulations listed on this document as well as such additional rules and regulations as necessary, provided these do not materially alter the VENDOR'S contractual rights.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Please share your payment preference. Vendors will be notified and provided payment instructions if they are accepted—PLEASE DO NOT SEND PAYMENT WITHOUT APPROVAL. Accepted vendors must provide payments by January 24, 2025 to avoid late fees or cancellation. Payments by card will incur a 4% fee.

I want to pay by check or money order.

I want to pay by credit/ debit card. (Note: Card charges will incur a 4% surcharge.)